



Virginia Social Services System Strategic Planning Steering Committee

Meeting Minutes March 30, 2005 10:00 a.m. to 12:00 p.m. Henrico Office & Video Conference Locations

Attendees: Members - Commissioner Conyers, Cookie Roberts, Vicky Collins, Dana Paige, Diana Hutchens, Ray Goodwin, Duke Storen, Harry Sutton, David Mitchell, Nick Young, Jack Frazier, Vickie Johnson-Scott, Phyllis Sisk, Donna Douglas
Staff – Margaret Schultze, Marcella Williamson
Facilitator – John Wheatley
Video Conference Link Facilitator – Carol Marion

I. Call to Order, Introductions

John Wheatley called the meeting to order at 10:10 and welcomed Commissioner Anthony Conyers.

Commissioner Conyers related that this is an interesting, helpful opportunity to learn. He observed that the strategic plan is exciting, “right on,” and where we need to be going in Virginia. He guessed about deliberations that occurred on the development of the mission and vision and settling on the right words. The fact that the system bought into it is a significant part of the battle. Most significant line in the document is the Virginia Social Services System. Ultimately, this process will payoff for the people of Virginia. We are in the same business – called to serve the people of Virginia.

John conveyed absentee regrets for Betty McCreary, Dottie Wells, Sarah Snead, Valerie Cuffee, Mark Johnson, Jane Conroy and Clarence Baker.

II. Minutes

John asked for approval of the February 22 Minutes. The Minutes were approved.

III. Review Action Items List

Item 66: Clarence Baker, Present to the Steering Committee for approval, the GOAL 7 Committee Membership and GOAL Plan.

John distributed the document that Clarence sent by e-mail on March 29. Requested committee to review and provide comments back to Clarence. Dana Paige asked that we spearhead

populating the committee and moving the goal forward. An action item was created for the steering committee membership to provide comments and suggested names for the goal 7 committee to Clarence by COB Friday, April 1. Remains open

Item 73: John Wheatley, Develop a strategy for proceeding with a review, alignment, and integration of existing plans.

John walked members through the Plan Review, Alignment & Integration Proposal document. John identified the need to build a comprehensive inventory of Plans that the System is responsible to produce. The concept proposed in the document was accepted. The item was closed. As a result a number of new action items (listed below) were created as next steps.

1. When direction from the Department of Planning and Budget is issued, the Steering Committee will review and determine impact on the current Strategic Plan and how the process will come together.
2. Determine the manner in which we will solicit input from the local departments on the Plans.
3. John will develop survey to collect data about all current plans used. This information will be presented at the next meeting. It will include information about the necessity of the plan.

Item 80: Donna Douglas and Clarence Baker, Move the Leadership Development section of the Goal 2 work plan to Goal 7.

Discussion ensued about the importance of this item. A proposal was made to move Leadership Development back to Goal 2. Subsequently, the decision was made by consensus to move Leadership Development back to Goal 2. Item closed.

Item 86: Mark Johnson, Chair a group to plan a statewide EVENT to kick-off the VSSS Strategic Plan.

Ray Goodwin convened the group prior to the SP meeting. They will conference call on Friday, April 1 to refine plans for the “big splash”. Marcella has been asked to develop an event that will raise attention to the VSSS Strategic Plan statewide. Item open.

IV. Progress Reports

GOAL 7: Clarence Baker

Deferred until next meeting.

GOAL 1: Duke Storen

Duke reviewed the Goal One Progress Report.

V. New Business

Duke suggested that the placement of SP and the Mission/Vision on the public WEB site should be reviewed to make it more prominent. The committee agreed.

VI. Adjourn

The meeting adjourned at 12:25. The next meeting April 27 from 10:00 – 1:00 location TBD. Goal 7 and Goal 2 progress reports will be presented at the next meeting.